

DIRECTOR OF CENTRAL INTELLIGENCE

**Security Committee**

SECOM-D-176

14 April 1980

STATINTL

MEMORANDUM FOR: [REDACTED]  
Executive Secretary

STATINTL

FROM: [REDACTED]

SUBJECT: Security Orientation for Senior Officers

1. Partial distribution was made of the Security Briefing package at the Security Awareness Working Group meeting on 11 April 1980. The package is now available at CIA, NSA, State, DOE, Navy, DIA and Army. Distribution is also intended for Justice, SAF/SS, FBI, Treasury and Commerce. Copies will be forwarded to them soonest.

2. Attached is a draft of a letter intended to be signed by the DCI and sent to the heads of the various Departments and Agencies. This should include at a minimum the Secretaries of State, Defense, Energy, Justice, Treasury, Commerce as well as the military services and the heads of the FBI and SAF/SS. Are there other organizations such as Department of Transportation, NSC or White House Staff that should get a DCI letter as well? If so, there is an alternate last sentence that can be inserted into such letters.

3. We will need some help in obtaining proper addressing for the letters. Do you have 7th floor contacts who could be of help?

[REDACTED]

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Attachment

Distribution:

Orig - Addressee  
1 - SECOM Subj  
1 - SECOM Chrono ✓

SECOM [REDACTED] (14 Apr 80)

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D R A F T

I recently took the time to see and hear a Security Orientation for Senior Officials, a 17-minute program which was put together by the Security Awareness personnel of the Intelligence Community. It is aimed primarily at the newly appointed senior official who may not have extensive experience in protecting sensitive intelligence. Indeed, this presentation contains a sound security message which applies to all of us at the higher levels of government.

While I am seeking Congressional support for legislation to protect sensitive intelligence, I ask you not to overlook your responsibility to remain alert to security needs. I strongly recommend that you, too, take time to see and hear this presentation. I also encourage you to make it mandatory for your senior staff as well. It is available through your Security Office personnel who assisted in developing it. \*

\* Alternate last sentence

It is available to you through CIA or NSA security personnel who would be pleased to show it at your convenience.